



*City of Alexandria, Virginia*  
*Department of Planning & Zoning*

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**SPECIAL USE PERMIT CERTIFICATE**

Article XI, Division A, Section 11-510 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia requires that you display this Special Use Permit in a conspicuous and publicly accessible place. A copy of the list of conditions associated with the special use permit shall be kept on the premises and made available for examination by the public upon request.

Special Use Permit	SUP #2018-0033
Approved by Planning and Zoning:	July 10, 2018
Permission is hereby granted to:	Alicia C. Orlando
to use the premises located at:	5420 Wycklow Court
for the following purpose:	see attached report

It is the responsibility of the Special Use Permit holder to adhere to the conditions approved by City Council. The Department of Planning and Zoning will periodically inspect the property to identify compliance with the approved conditions. If any condition is in violation, the permit holder will be cited and issued a ticket. The first violation carries a monetary fine. Continued violations will cause staff to docket the special use permit for review by City Council for possible revocation.

July 10, 2018  
Date

  
Karl Moritz, Director  
Department of Planning and Zoning



DATE: July 10, 2018

TO: Mary Christesen, Acting Division Chief,  
Land Use Services

FROM: Femi Adedakun, Urban Planner  
Ann Horowitz, Principal Planner

SUBJECT: Special Use Permit #2018-0033  
Administrative Review for a New Use  
Site Use: Child Care Home  
Applicant: Alicia C. Orlando  
Location: 5420 Wycklow Court  
Zone: RB/Townhouse Zone

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### **Request**

Special Use Permit #2018-0033 is a request to operate a child care home at 5420 Wycklow Court. The applicant would care for six children -- four infants and two toddlers from the ages of three months to two and a half years -- in a three-story townhouse. The proposed hours of operation are 7:30 a.m. to 5:30 p.m. on Monday through Friday.

### **Background**

The subject property is part of a townhome community known as the Brookville Homeowners' Association. The surrounding area consists of residential uses with other neighboring townhouses at Barristers Place and the Parkside at Alexandria Condominiums.

### **Parking**

The Zoning Ordinance does not require child care operations in residences to provide additional parking beyond the residential requirement.

### **Community Outreach**

Public notice was provided through eNews, via the City's website, and by posting a placard on the site. In addition, Seminary Hill Association and Brookville-Seminary Valley Civic Association were sent written notifications of the current application. Some residents of the Brookville Homeowners' Association raised concerns regarding possible negative impacts resulting from the proposed use. Concerns included the possibility of negative impacts related to parking, traffic, and number of children. All concerns were discussed during the homeowners' association meeting on May 5, 2018 with the applicant and staff present. In response to these concerns, the applicant has agreed to stagger parent pickup and drop off times in the applicant's driveway and to limit the number of children allowed at the child care home to six. The homeowners' association expressed no further hesitations with the applicant's proposal.

### **Staff Action**

Staff supports the applicant's request to operate a child care home. The applicant's proposed child care operation would fulfill a need for additional child care options in the City.

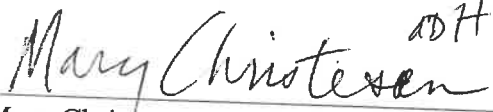
Neighborhood impacts are not expected since the operation proposed is relatively small and the property would remain primarily residential. The maximum number of children in the applicant's care would be limited to six, as stipulated in Condition 3. Although the applicant proposes to care for only two children over age two, the 300 square feet of fenced, outdoor space at the rear of the property can support up to four children in this age group. Staff finds that child drop off and pick up from vehicles can be accommodated in the applicant's driveway with parent arrivals staggered in the mornings and evening, as required in Condition 6. To ensure that traffic congestion does not result, staff has included Condition 7 which prohibits the double parking of parents' cars on nearby streets.

Staff hereby approves the Special Use Permit request.

**ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:**

Date: July 10, 2018

Action: Approved

 <sup>ADH</sup>  
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Mary Christesen, Acting Division Chief

Attachments: 1) Special Use Permit Conditions  
3) Department Comments  
2) Statement of Consent

**CONDITIONS OF SPECIAL USE PERMIT #2018-0033**

The owner is responsible for ensuring that the following conditions are adhered to at all times. Violation of any of the conditions may result in fines and/or referral to public hearing by the Planning Commission and City Council.

1. The Special Use Permit shall be granted to the applicant only or to any corporation in which the applicant has a controlling interest. (P&Z)
2. The hours of operation of the child care home shall be limited to between 7:30 a.m. and 6 p.m., Monday through Friday. (P&Z)
3. The maximum number of children, including any resident children under the age of 12, that may be cared for in the home at any one time shall be six. (P&Z)
4. The applicant shall maintain all required licenses for operation as a child care home. (P&Z)
5. The applicant shall maintain 75 square feet of fenced outdoor play space in the rear yard for each child over age two. (P&Z)
6. Drop off and pick up shall occur only in the applicant's driveway. (P&Z)
7. The applicant shall ensure that no vehicles double park on Wycklow Court for pick up or drop off. (P&Z)
8. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES)
9. The applicant shall require its employees who drive to work to use off-street parking. (T&ES)
10. All exterior building-mounted loudspeakers shall be prohibited and no amplified sound shall be audible at the property line. (T&ES)
11. Applicant must comply with all applicable requirements of the City's noise ordinance. (T&ES)
12. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
13. Vehicles associated with drop off and pick up shall be permitted to idle for no more than 10 minutes when parked. (T&ES)

14. Kitchen equipment shall not be cleaned outside, nor shall any cooking residue be washed into any street, alley, or storm sewer. (T&ES)
15. No material may be disposed of by venting into the atmosphere. (T&ES)
16. Control odors and any other air pollution sources resulting from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Director of Transportation and Environmental Services. (T&ES)
17. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be monitored and picked up at least once during the day and at the close of the business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is in operation. (T&ES)
18. The Director of Planning and Zoning shall review the special use permit after it has been operational for one year, and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the director has received a request from any person to docket the permit for review as the result of a complaint that rises to the level of a violation of the permit conditions, or (c) the director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z)

## CITY DEPARTMENT COMMENTS

Legend      C – code requirement   R – recommendation   S – suggestion   F - finding

### Transportation & Environmental Services

- R-1      All exterior building-mounted loudspeakers shall be prohibited and no amplified sound shall be audible at the property line. (T&ES)
- R-2      Applicant must comply with all applicable requirements of the City's noise ordinance. (T&ES)
- R-3      Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
- R-4      No vehicles associated with this project shall be permitted to idle for more than 10 minutes when parked. This includes a prohibition on idling for longer than 10 minutes when unloading/loading. (T&ES)
- R-5      Kitchen equipment shall not be cleaned outside, nor shall any cooking residue be washed into any street, alley, or storm sewer. (T&ES)
- R-6      No material may be disposed of by venting into the atmosphere. (T&ES)
- R-7      Control odors and any other air pollution sources resulting from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Director of Transportation and Environmental Services. (T&ES)
- R-8      Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be monitored and picked up at least once during the day and at the close of the business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is in operation. (T&ES)
- C-1      The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). In order to comply with this code requirement, the applicant shall provide a completed Recycling Implementation Plan (RIP) Form within 60 days of SUP approval. Contact the City's Recycling Program Coordinator at (703) 746-4410, or via e-mail at [commercialrecycling@alexandriava.gov](mailto:commercialrecycling@alexandriava.gov), for information about completing this form. (T&ES)

- C-2 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)
- C-3 Section 5-1-42- Collection by Private collectors. (c) Time of collection. Solid waste shall be collected from all premises not serviced by the city at least once each week. No collections may be made between the hours of 11:00 p.m. and 7:00 a.m. (6:00 a.m. from May 1, through September 30) if the collection area is less than 500 feet from a residential area. (T&ES)

Code Department

No comments received

Fire Department

- C-1 A fire prevention permit is required for this occupancy and use condition – day care.

Health Department

No comments or concerns.

Police Department

No comments received.

Recreation, Parks, and Cultural Activities

No comments received.

Department of Community and Human Services, Early Childhood Division

A site visit was conducted on May 29, 2018. Ms. Alicia Orlando is a registered family child care provider with the city of Alexandria. Ms. Orlando just moved to 5420 Wycklow Court, Alexandria, VA 22304 with her husband Oscar Orlando, who is trained and meets all qualifications to be his wife's assistant.

The home is a three level town house. The proposed child caring space is accessible from the main entrance of the home on the first level. In the room, there is a small closet that has ample space to be used a changing table space. Next to the changing areas is a sink for handwashing. The child care area has a door that exits directly to the back yard patio which is all fenced.

The child care area that appears to be appropriate for her request for the care of six children. The room has natural lighting from windows and is a child friendly space. She has three cribs in the sleeping area which she separated from the play and learning areas with a gate. The child care area appears to be equipped for child care services. There is a safety gate in the hallway, so children would not have access to the stairs. There is no bathroom for use by the children on the main floor.

On the second level, there is the kitchen, the dining area and the living room and a half bathroom. Children will use the bathroom on this floor.

On the third level is the master bedroom with the private full bathroom. There are two other bedrooms, one was converted to a family room and the other one is an office. There is also another full bathroom in this area. Children will not be allowed on this floor.

Parents will use the main level front door of the home for dropping off and picking up the children. The home appears to be safe for the care of children.

**Recommendation for approval of special use permit to allow Ms. Alicia Orlando to care for up to six (6) non-resident children. Ms. Orlando is not seeking State Licensing, but will remain with Infant and Toddler's connection.**

STATEMENT OF CONSENT

The undersigned hereby agrees and consents to the attached conditions of this Special Use Permit #2018-0033. The undersigned also hereby agrees to obtain all applicable licenses and permits required for the Child care Home at 5420 Wycklow Court.

  
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Applicant - Signature

07/16/2018  
Date

OSCAR ORLAUSO  
Applicant - Printed

07/16/2018  
Date